

## 2024 Parent Payment Arrangement

Dear parent/guardian,

We would like to advise you of Bentleigh Secondary College's voluntary financial contributions for Year 9, 2024.

Schools provide students with free instruction to fulfil the standard Victorian curriculum requirements and we want to assure you that all contributions are voluntary.

To continue to deliver a high-quality education for all students the support of our families is required. We are committed to providing exceptional programs to equip students with the knowledge and skills to be successful in life, catering for their academic, social and wellbeing needs. We know that all our families share these high expectations.

Government funding provides access to the standard curriculum; however, we strive to offer the resources and initiatives to enrich the standard curriculum. Voluntary financial contributions from families allows the enhancement of the educational experience of all students attending Bentleigh Secondary College.

We are always grateful for the generous support of our families. Your ongoing assistance ensures the best possible educational experience for all students, making a huge difference to the programs that we can offer.

For further information on the Department's Parent Payments Policy please see a one-page overview attached.

Yours sincerely,

Ms Helene E Hiotis  
Principal

Mr Andrew Clarke  
School Council President



<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum <i>Curriculum Contributions cover items and activities which the school deems necessary for students to learn the curriculum</i>		Amount
Student ID card and Diary	\$35.00	\$230.00
Subject consumables, classroom materials	\$165.00	
Whole school events – athletics & swimming	\$30.00	
<b>Total Curriculum Contributions</b>		\$

<b>Other Contributions</b> - for non-curriculum items and activities <i>Other Contributions support non-curriculum items and activities that relate to the school's functions and objectives</i>		Amount
Contributions are essential to the college and supports: <ul style="list-style-type: none"> <li>• Classroom items used for learning and shared class sets;</li> <li>• Teaching and learning equipment;</li> <li>• Locker maintenance;</li> <li>• IT and network levy – e.g. technology equipment/software;</li> <li>• Photocopying and printing – e.g. worksheets; exam papers;</li> <li>• Compass / Timetabling Package;</li> <li>• Data Analysis – e.g. Analytics in School;</li> <li>• Student wellbeing programs;</li> <li>• School grounds maintenance and improvements</li> </ul>		\$325.00
<b>Total Other Contributions</b>		

<b>Tax deductible contributions</b>		
Building fund. (non-refundable) <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i>		\$150.00

### Educational items for students to own

The resource/booklist recommends you purchase from Champion Education for your child to individually own and use. Resource/booklist access information provided in the 2024 information email to parents.

### Extra-Curricular Items and Activities – provided on a user-pays basis

Bentleigh Secondary College offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. These are provided on a user-pays basis and will be via Compass throughout the year.

<b>Extra-Curricular Items and Activities</b> <i>Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.</i>		Amount
Instrumental Music	<i>Participation via application acceptance</i> <i>Gifted and Talented classes automatic participation</i>	\$550.00
Instrument Hire		\$250.00
Sports Academy	<i>Participation via application acceptance</i>	\$1,300.00
<b>Total Extra-curricular Items and Activities</b>		\$

Contributions requests will be via Compass

Category	Total
Curriculum Contributions	\$
Other Contributions (Non-tax deductible)	\$
(Tax-deductible)	\$
Extra-Curricular Items and Activities	\$
<b>Total</b>	<b>\$</b>

### Financial Support for Families

Bentleigh Secondary College understands that some families may experience financial difficulty and offers a range of support options, including:

Government assistance programs:

- The Camps, Sports, and Excursions Fund (CSEF) application. Information is provided in the enrolment or re-enrolment process and via Compass.
- State Schools Relief provide support for school items. Requests must go through our Wellbeing Team.

Second-hand school items:

- College second-hand uniform shop

College support:

- For families identified as experiencing hardship by our Wellbeing Team, items may be available to loan e.g., textbooks, graphing calculator.

For a confidential discussion about accessing these services, contact our Wellbeing Team via email [wellbeing@bentleighsc.vic.edu.au](mailto:wellbeing@bentleighsc.vic.edu.au) or if you would like to discuss alternative payment arrangements, contact our Finance Team via email [finance@bentleighsc.vic.edu.au](mailto:finance@bentleighsc.vic.edu.au) (Ph: 03 9579 1044)

### Payment methods

The preferred payment method is via Compass Parent Portal. Payments can be made in full or via designated payment dates. BPay payments are accepted using individual family reference numbers. Families can email a request to [finance@bentleighsc.vic.edu.au](mailto:finance@bentleighsc.vic.edu.au) for alternative payment arrangements.

### Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payments Policy and Guidance, Financial support for families, and any other relevant information. Building fund contributions are non-refundable.

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW



### FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- Schools may invite parents to make a financial contribution to support the school.



### PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

#### Curriculum Contributions

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

#### Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

#### Extra-Curricular Items and Activities

Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



### FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



### SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.